

COUNCIL OF THE CITY OF SEAT PLEASANT, MARYLAND

RESOLUTION NO. R-14-06

Introduced By	City Council
Date Introduced	August 1, 2013
Amendments Adopted	
Date Adopted	August 1, 2013
Date Effective	August 5, 2013

A RESOLUTION to

APPOINT A CITY ADMINISTRATOR (CHIEF ADMINISTRATIVE OFFICER) FOR THE CITY OF SEAT PLEASANT

FOR the purpose of appointing a City Administrator (Chief Administrative Officer) for the City of Seat Pleasant; providing for the effective date of the appointment; providing for compensation to the person so appointed and other terms and conditions of employment; terminating the appointment of the Acting City Administrator as of a certain date; and generally relating to the appointment of a City Administrator (Chief Administrative Officer).

WHEREAS, the City Council is authorized by Section 701 of the Seat Pleasant City Charter to appoint a City Administrator (Chief Administrative Officer); and

WHEREAS, the City Council has concluded its search for a new City Administrator; and

WHEREAS, the City Council desires to appoint a person to serve as the City Administrator (Chief Administrative Officer); and

WHEREAS, on July 19, 2013, LaTasha C. Gatling was appointed to perform the duties and responsibilities of the City Administrator (Chief Administrative Officer) as Acting City Administrator (Chief Administrative Officer) temporarily until a new City Administrator (Chief Administrative Officer) is appointed and assumes office.

SECTION I. NOW THEREFORE BE IT RESOLVED by the Seat Pleasant City Council that it hereby appoints a City Administrator (Chief Administrative Officer) as follows:

- a. The person so appointed is LaTasha C. Gatling.

b. The appointment shall be effective immediately upon adoption of this Resolution, subject to acceptance of the appointment by the Acting City Administrator (Chief Administrative Officer). The City Council and the City Administrator (Chief Administrative Officer) shall establish a mutually acceptable date for the City Administrator (Chief Administrative Officer) to assume the duties and responsibilities of the position and commence work thereunder.

c. The City Administrator (Chief Administrative Officer) shall serve at the pleasure of the City Council under a two year agreement effective August 5, 2013 to August 4, 2015. If the Council shall terminate the City Administrator before the expiration of the agreement, the City Administrator shall be entitled to three (3) months of severance pay in accordance to the approved City Budget.

d. The City Council shall provide the City Administrator (Chief Administrative Officer) with thirty (30) days' written notice of termination. If the City Administrator (Chief Administrative Officer) resigns from the position, she shall provide the City Council with thirty (30) days' written notice of resignation.

e. The City Administrator (Chief Administrative Officer) shall receive compensation, payable bi-weekly in accordance with the City's normal payroll schedule, at the agreed upon rate between the City Council and the City Administrator and as provided for the position of City Administrator (Chief Administrative Officer) in the City's FY 2014 annual budget, beginning on the date that the City Administrator (Chief Administrative Officer) assumes the duties and responsibilities of the position and commences work thereunder, subject to such future adjustments in compensation as may be provided by the City Council from time to time.

f. The City Administrator (Chief Administrative Officer) shall receive such employment benefits and be subject to such other terms and conditions of employment as may be agreed to between the City Administrator and the City Council.

g. The City Council shall annually review the performance of the City Administrator (Chief Administrative Officer) in accordance with the City's Personnel Rules and Regulations Manual on or about the anniversary date for the evaluation, which date shall be mutually agreed upon by the City Council and the City Administrator (Chief Administrative Officer). The process at a minimum shall include the opportunity for both parties to: (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. The final written evaluation should be completed and delivered and to the Employee within 30 days of the evaluation meeting.

SECTION II. AND BE IT FURTHER RESOLVED that the appointment of LaTasha C. Gatling to serve as Acting City Administrator (Chief Administrative Officer) is terminated without further action of the City Council effective immediately upon the City Administrator (Chief Administrative Officer) assuming the duties and responsibilities of City Administrator (Chief Administrative Officer) and commencing work thereunder.

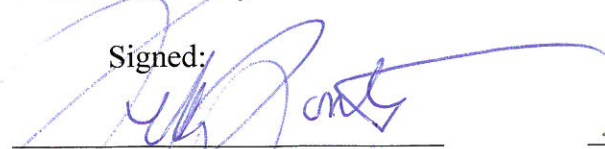
Resolution R-14-06, Appoint a City Administrator

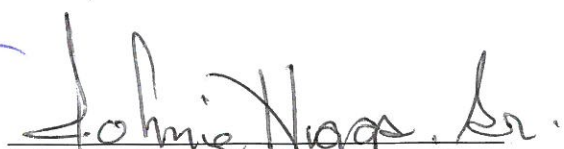
August 1, 2013

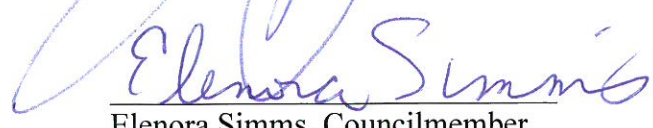
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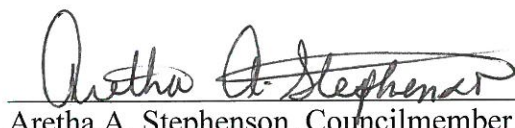
SECTION III. AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

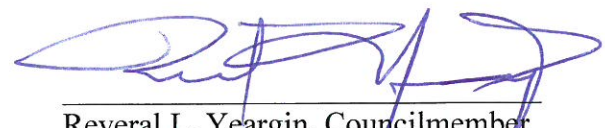
Signed:


Kelly Porter, Council President

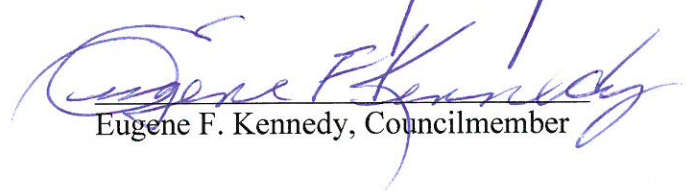

Johnie L. Higgs, Sr., Councilmember


Elenora Simms, Councilmember

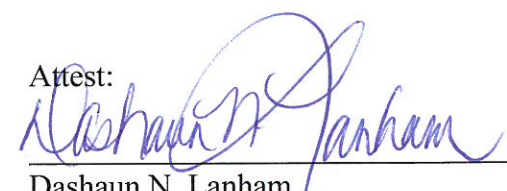

Aretha A. Stephenson, Councilmember


Reveral L. Yeargin, Councilmember


Gerald R. Raynor, Sr., Councilmember


Eugene F. Kennedy, Councilmember

Attest:


Dashaun N. Lanham
City Clerk